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ABSTRACT

The job content and educational and training requirements of 31 hospital-related careers are described in this directory. For every career listing in the directory, a guide is provided to Rhode Island schools and training programs, with information such as length of courses, student capacity, dates for submitting applications, educational preparation, and employment opportunities. If schools for a particular career are not available in Rhode Island, then those in neighboring states are listed. The information about hospital career fields covers 24 individual careers. Surveyed more briefly are the wider categories of Medicine, Dentistry Administration, Food Service, Housekeeping, Laundry, Maintenance, and Engineering. For each teaching institution, the address, telephone number, and career reference (if any) are provided. This document is supplemental to the "Careers in Hospitals" kit sponsored by the same group (Hospital Association of Rhode Island). (KP)

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CAREERS IN HOSPITALS

ED 084342

A DIRECTORY OF SCHOOLS AND TRAINING PROGRAMS IN RHODE ISLAND AND VICINITY

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A MESSAGE TO GUIDANCE COUNSELORS - - - -

- - - - ABOUT HOSPITAL CAREERS

HOSPITAL CAREERS offer your students OPPORTUNITY!

OPPORTUNITY to choose from a variety of over 200 jobs whose educational requirements range from on-the-job training after high school graduation to several years of graduate study. One of these jobs will fit the individual student's interests, talents, and skills.

OPPORTUNITY to contribute to the optimum health care of people - of a community - of a nation; OPPORTUNITY for the deep personal satisfaction that comes from humanitarian service.

OPPORTUNITY to be on the "inside" of a field where each day brings new discoveries and challenges.

OPPORTUNITY for good pay, job security, and career advancement.

OPPORTUNITY to be a member of a team of dedicated, talented, respected, and needed hospital personnel.

We ask you to invite your students to explore the wide range of educational and training programs that will prepare them for the many career opportunities in the hospitals of Rhode Island.

- - - - AND ABOUT THIS DIRECTORY

THE DIRECTORY OF SCHOOL AND TRAINING PROGRAMS IN RHODE ISLAND AND VICINITY FOR CAREERS IN HOSPITALS was prepared specifically for the high school guidance counselor as a daily reference aid. It was designed to supplement the accompanying CAREERS IN HOSPITALS kit.

The Directory contains brief statements on the job content and educational and training requirements of over 30 hospital careers. For each career there is a guide to Rhode Island schools and training programs, with such information as length of courses, student capacity, dates for submitting applications, and the like. Where schools for certain careers are not available in Rhode Island, those in neighboring states are listed.

The addresses and telephone numbers of schools and hospitals in Rhode Island are contained on the last pages of this Directory under LISTING OF TEACHING INSTITUTIONS.

Additional information sources both on specific hospital careers and on local schools are listed in the Directory and the careers kits. One excellent source of information on all aspects of hospital and health careers is the HEALTH CAREERS GUIDEBOOK, published by the U. S. Department of Labor. It is available from the Superintendent of Documents, U. S. Government Printing Office, Washington, D. C. 20402 ($1.50).

For the students who wish to receive their own comprehensive informational material on one or more careers, we have included in the careers kit a packet of REQUEST FOR INFORMATION slips.

We sincerely hope that the DIRECTORY and the CAREERS IN HOSPITALS kit will be welcomed and worth-while additions to your information files. Please call or write us for any additional material or assistance.

HOSPITAL ASSOCIATION OF RHODE ISLAND
121 Dyer Street
Providence, R. I. 02903

Telephone: (401) 351-4450

JULY 1970

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NOTE: Due to practical considerations, we have concentrated on the above careers which represent numerically the majority of hospital employees and which illustrate the span of educational and training opportunities. To give a more complete picture, we are describing several other career fields, encompassing many additional hospital careers and their educational and training requirements under the following career field titles. Many of these career fields are not uniquely hospital careers and thus draw interested students from the general educational system in our community.

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CODE - for information listed under each school and training program

1. F - accepts Female students only

   M - accepts Male students only

   F/M - accepts Female and Male students

2. C - student Capacity per class

3. S - Starting date of each class

4. A - last date for submitting Applications

5. L - Length of course, including academic and experience portions and including regular school vacations

REGISTERED NURSE

CAREER CONTENT:

Most highly skilled of all nurses is the Registered Nurse, who provides nursing care to patients by direct service and by supervising others. Professional nursing requires a high degree of knowledge and skill. Registered Nurses plan for patients' nursing needs; administer medications and treatments; observe, report and record all symptoms and clinical signs; and give support and comfort to patients. Nursing also enables an individual to specialize in an area of particular interest. A pediatric nurse specializes in caring for children --- a psychiatric nurse in caring for the mentally ill or disturbed --- an obstetrical nurse in caring for mothers and their babies.

The employment outlook is one of immediate and increasing job openings in a variety of hospital settings. The future for the male and female nurse is unlimited.

EDUCATIONAL PREPARATION:

There are three types of educational programs in Rhode Island that prepare students for professional nursing and qualifies them to take the licensing examination. The Diploma Program is three years in length and is offered by the four hospital schools of nursing listed below. The Associate Degree Program is two years in length and is offered by the Rhode Island Junior College. The Baccalaureate Program is four years in length and is offered by Salve Regina College and the University of Rhode Island. For a discussion of the three programs and for complete information about each school, consult the CHOOSE A CAREER IN NURSING kit, which is available from the Rhode Island State Nurses' Association.

SCHOOLS IN RHODE ISLAND:

DIPLOMA PROGRAM:

Newport Hospital School of Nursing
Mrs. Helen E. Jones, R.N., Director of Nursing Education

Codes: 1. F/M 2. C - 125 3. S - September
4. A - October 5. L - 33 months

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SCHOOLS IN RHODE ISLAND:

DIPLOMA PROGRAM - continued

Rhode Island Hospital School of Nursing
Miss Hilda Batchelder, R.N., Associate Director, School of Nursing

Codes: 1. F/M 2. C - 125 3. S - September
4. A - May 5. L - 33 months

St. Joseph's Hospital School of Nursing
Miss Grayce R. Felmann, R.N., Director of Nursing Education

Codes: 1. F/M 2. C - 45 3. S - September
4. A - June 5. L - 33 months

ASSOCIATE DEGREE PROGRAM:

Rhode Island Junior College
Associate Degree Program in Nursing
Mrs. Catherine C. McGoldrick, R.N., Director

Codes: 1. F/M 2. C - 150-200 3. S - September
4. A - Early in academic year
5. L - 2 academic years and 1 summer session

BACCALAUREATE PROGRAM:

Rhode Island College, B.S. Program in Nursing
Dr. Frank Dolyak, Chairman, Biology Department

Codes: 1. F/M 2. 50 3. S - September
4. A. - Early Summer 5. L - 4 academic years

Salve Regina College, Division of Nursing
Sister Kathleen O'Connell, R.S.M., M.Ed., Chairman,
Division of Nursing

Codes: 1. F 2. C - 15 to 20% of incoming freshman class
3. S - September 4. A - October
5. L - 4 academic years

University of Rhode Island, College of Nursing
Barbara Tate, R.N., Dean

Codes: 1. F/M 2. C - 90 3. S - September
4. A - as early as possible in academic year
5. L - 4 academic years and 1 summer session

NURSE ANESTHETIST

CAREER CONTENT:

The Certified Registered Nurse Anesthetist is a highly trained specialist who administers anesthesia to surgical and obstetrical patients. The Nurse Anesthetist is a member of the hospital operating room team who combines the skills of professional nursing with the science of anesthesia. The job requires complete command of hands, mind, and emotions.

The employment outlook is excellent because the needs are urgent, the field is expanding, and the chances for advancement are great.

EDUCATIONAL PREPARATION:

A Certified Registered Nurse Anesthetist must be a graduate of high school, of an accredited school of nursing (see REGISTERED NURSE), and of a school of anesthesia accredited by the American Association of Nurse Anesthetists. Two such schools in Rhode Island are conducted by The Memorial Hospital and St. Joseph's - Our Lady of Fatima Hospitals.

SCHOOLS IN RHODE ISLAND:

The Memorial Hospital School of Anesthesiology
Edward Damarjian, M.D., Chief of Anesthesiology

Codes: 1. F/M 2. C - 4 3. S - varies
4. A - varies 5. L - 24 months

St. Joseph's - Our Lady of Fatima Hospitals School of Anesthesia
William A. McDonnell, M.D., Chief Anesthesiologist
Julius C. Migliori, M.D., Director, Department of Anesthesia

Codes: 1. F/M 2. C - 1 to 5 3. S - varies
4. A - varies 5. L - 18 months

LICENSED PRACTICAL NURSE

CAREER CONTENT:

Serving as an important member of the nursing team, the Licensed Practical Nurse is chiefly concerned with the bedside care of patients. Under the supervision of a physician or registered nurse, the Licensed Practical Nurse performs the less complex tasks and sometimes has the direct responsibility of providing nursing service for patients who are not seriously ill.

The employment outlook is one of present shortages with increasing needs and expanding job content.

EDUCATIONAL PREPARATION:

The educational requirements offer the interested student an excellent opportunity to enter a highly respected hospital career without lengthy or expensive schooling. Practical nurse training, which lasts only twelve months, is available in Rhode Island at the Rhode Island School of Practical Nursing, and at Our Lady of Fatima Hospital School of Practical Nursing. Both schools prepare the student for the state board examinations. For additional information, consult the CHOOSE A CAREER IN NURSING kit, available from the Rhode Island State Nurses' Association.

SCHOOLS IN RHODE ISLAND:

Our Lady of Fatima Hospital School of Practical Nursing
Miss Rose Fratantuono, R.N., Director

Codes: 1. F 2. C - 60 3. S - September
4. A - March 5. L - 12 months

Rhode Island School of Practical Nursing

Codes: 1. F/M 2. C - 50 and 35*
3. S - September and February
4. A - 3 to 6 months before starting date
5. L - 12 months

* Note: Providence Branch; capacity - 50 students
Warwick Branch; capacity - 35 students

EEG AND EKG TECHNICIAN

CAREER CONTENT:

The Electroencephalograph (EEG) Technician is trained to operate the electroencephalograph, an instrument which records brain waves. The EEG Technician may aid in the study and analysis of the characteristics shown on the instrument's tracings and is responsible for the proper functioning of this complex medical instrument.

The Electrocardiograph (EKG) Technician, working in the laboratory or at the patient's bedside, operates the electrocardiograph, a machine which records a patient's heart action. The EKG Technician must be thoroughly familiar with the operations of this machine.

Because they work directly with patients, EEG and EKG Technicians should have sympathetic and outgoing personalities plus the ability to work harmoniously with physicians and other members of the hospital staff.

For more information, see the "Supportive Nursing Personnel" pamphlet in the CAREERS IN HOSPITALS kit.

The employment outlook is expanding as hospital services expand in complexity and the need for all types of specialized technicians increases. This field is particularly attractive for young men.

EDUCATIONAL PREPARATION:

EEG and EKG Technicians must be high school graduates, preferably with courses in the physical sciences. The training programs are conducted by hospitals and consist of on-the-job training or informal apprenticeship for at least three months.

TRAINING PROGRAMS IN RHODE ISLAND:

Since hospitals accept trainees and apprentices as they are needed (and there is a substantial need for these technicians) and since the content and length of a training or apprenticeship program is tailored to meet the abilities of each student, students should be referred directly to the Personnel Director or Employment Office of any local hospital (see LISTING OF TEACHING INSTITUTIONS).

NURSING AIDE AND ORDERLY

CAREER CONTENT:

For the student interested in hospital service but who might not qualify for the training required for either professional or practical nursing, the job as a Nursing Aide and Orderly offers an immediate employment opportunity.

The Nursing Aide (female) and Orderly (male), working under the direction of professional nurses, contributes directly to the welfare of patients. They may make beds, bathe patients, assist in feeding patients, and escort patients to hospital departments. Orderlies perform these services for male patients, and further assist with lifting and transportation of patients and with the handling of major equipment.

For more information, see the "Supportive Nursing Personnel" pamphlet in the CAREERS IN HOSPITALS kit; note the section on psychiatric aide.

The employment outlook is favorable since many jobs are available with minimum training time. The chances for specialized on-the-job training and advancement are excellent.

TRAINING PREPARATION:

The Nursing Aide or Orderly is trained on the job in a local hospital in a program consisting of lecture - demonstrations and supervised practice. High school graduation or equivalent is preferred and, in some cases, required.

TRAINING PROGRAMS IN RHODE ISLAND:

Miriam Hospital Program for Nursing Aides and Orderlies
Miss Christine DeLibero, Supervisor of In-Service Education

Codes: 1. F/M 2. C - 16 3. S - open
4. A - open 5. L - 2 weeks for experienced people
6 weeks those with no experience

Newport Hospital Training Program for Nursing Aides and Orderlies
Miss L. Egan, R.N., In-Service Supervisor

Codes: 1. F/M 2. C - unlimited 3. S - varies
4. A - varies 5. L - 2 weeks

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TRAINING PROGRAMS IN RHODE ISLAND - continued

Roger Williams General Hospital and Warwick School Department
Cooperative Education Program for Nursing Aides
Mrs. Jeanne Sherman, Director, In-Service Education

Codes: 1. F/M 2. C - 16 3. S - September
4. A - August 5. L - 9 months

Westerly Hospital Training Program for Nursing Aides and Orderlies
Mrs. Joanne Sorrento, R.N., In-Service Supervisor

Codes: 1. F/M 2. C - 12 3. S - varies
4. A - varies 5. L - 2 weeks

Woonsocket Hospital Training Program for Nursing Aides and Orderlies
Mrs. Henrietta LeClair, Director

Codes: 1 F/M 2. C - 24 3. S - approx. June 15
4. A - March 5. L - 15 weeks

Further information on additional programs of varied description can be obtained from the Personnel Director or Employment Office of any local hospital (see LISTING OF TEACHING INSTITUTIONS).

NURSING ASSISTANT

CAREER CONTENT:

Helping to meet the needs of the patient in such areas as hygiene, nutrition, safety, rest and recreation is part of the responsibilities of the Nursing Assistant. In addition, he or she works to free the registered nurse to use her knowledge and skills to the utmost of her ability; and the Nursing Assistant enables the licensed practical nurse to use her time and talents more effectively.

TRAINING PREPARATION:

The twelve-week training course is open to men and women and includes 166 hours of classroom instruction as well as supervised practice. A high school diploma is desirable, but not a requirement, and life experience - with emphasis on character and personality - is most important.

Presently in Rhode Island there is a Nursing Assistants Program at Rhode Island Hospital. The Rhode Island Department of Education has several similar programs under consideration.

TRAINING PROGRAMS IN RHODE ISLAND

The Memorial Hospital Program for Nursing Assistants
Mrs. Jacqueline Kerr, Personnel

Codes: 1. M/F 2. C - 8-10 3. S - September and March
4. A - August & February 5. L - 6 weeks

Rhode Island Department of Education
Hayes Street, Providence, Rhode Island 02908
Nursing Assistant Programs at Chariho & Rogers High Schools

Codes: 1. F/M 2. C - 18 at each school 3. S - Sept.
4. A - open 5. L - 2 academic years

Rhode Island Hospital Training Program for Nursing Assistants
Miss Mildred E. Schwier, Director, Nursing Service

Codes: 1. M/F 2. C - 30 3. S - 4 times per year
4. A - varies 5. L - 8 weeks

SURGICAL AIDE

CAREER CONTENT:

A stable temperament, a keen sense of responsibility, attention to detail, and concern for accuracy describe the Surgical Aide. The Surgical Aide (also called Surgical Technical Aide and Operating Room Technician) works under the direction of a professional nurse; cares for patients in hospital operating rooms; assists in the care, preparation, maintenance and use of supplies and equipment; and works as a member of the surgical team during surgery.

For additional information, see the "Supportive Nursing Personnel" pamphlet in the CAREERS IN HOSPITALS kit.

The employment opportunities for both male and female Surgical Aides are extremely excellent since there are many vacancies in Rhode Island and since the importance of these technicians is increasing.

TRAINING PREPARATION:

The high school graduate enters a hospital training program consisting of both classroom study and practical experience. The training courses are of several months' duration. One of the programs in Rhode Island is a work - study program in conjunction with a local high school, and another admits only licensed practical nurses.

TRAINING PROGRAMS IN RHODE ISLAND:

Kent County Memorial Hospital and Warwick School Department
Cooperative Education Program for Operating Room Technicians
Mrs. Mary McLaren, R.N., O.R. Supervisor

Codes: 1. F/M 2. C - 6 3. S - September & February
4. A - open 5. L - 6 months

Memorial Hospital Training Program for Surgical Technicians
Miss Janet B. Easdon, Associate Director of Nursing

Codes: 1. M/F 2. C - 11 3. S - September
4. A - June 5. L - 12 months

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TRAINING PROGRAMS IN RHODE ISLAND - continued

Our Lady of Fatima Hospital Course for Surgical Technicians
Mrs. Edward L. Lanni, R.N., O.R. Supervisor

Codes: 1. F/M 2. C - 6 3. S - October
4. A - September 5. L - 4 months

Note: for Licensed Practical Nurses only

Rhode Island Hospital Training Program for Surgical Technicians
Miss C. Masterson, R.N., Instructor

Codes: 1. F/M 2. C - 14 3. S - September
4. A - June 5. L - 9 months

Roger Williams General Hospital Training Program for Surgical Technicians (in cooperation with R. I. Medical Center, General Hospital)
Miss Rita LeMarra, R.N., O.R., Supervisor

Codes: 1. F/M 2. C - open 3. S - varies
4. A - varies 5. L - 1 year

WARD CLERK

CAREER CONTENT:

The Ward Clerk (or Ward Secretary) works in a hospital patient-care unit, where she acts as receptionist, deals with patients' charts, and is responsible for the many important and varied secretarial needs of the unit. A pleasing personality and gracious manner are desirable attributes for this job.

For more information, see the "Supportive Nursing Personnel" pamphlet in the CAREERS IN HOSPITALS kit.

Employment opportunities are available at any local hospital.

TRAINING PREPARTION:

The Ward Clerk is trained in a hospital on-the-job program and must be a high school graduate. The program will vary, depending on the trainee's experience and abilities, and depending on the specific job description. High school business courses with ability to type are good background.

TRAINING PROGRAMS IN RHODE ISLAND:

The interested student should contact the Personnel Director or Employment Office of any local hospital (see LISTING OF TEACHING INSTITUTIONS).

INHALATION THERAPIST

CAREER CONTENT:

The Inhalation Therapist is another of the growing array of technicians in the hospital. His or her work provides a direct and very special kind of service to hospital patients. The Inhalation Therapist is in charge of the technical details of oxygen administration under medical supervision. He cares for the oxygen therapy equipment, keeps accurate records, and works with and instructs hospital patients and other hospital personnel.

The employment outlook is very good. Inhalation therapy is a relatively new field and the demand for trained personnel is rapidly increasing as the importance of this career field grows.

EDUCATIONAL PREPARATION:

The educational requirements for entering an approved school of inhalation therapy includes a high school diploma. The inhalation therapy courses provide both theoretical instruction and supervised practical experience. After completing a course of at least one year, plus one year of experience, the Inhalation Therapist is eligible to take the national registry examination.

SCHOOLS IN RHODE ISLAND:

Rhode Island Hospital School of Ventilation Therapy
Myron Stein, M.D., Medical Director
Mr. Carleton Skinner, A.R.I.T., Coordinating Instructor
School of Ventilation Therapy

Codes: 1. F/M 2. C - 25 3. S - September
4. A - open 5. L - 18 months

Rhode Island Junior College, Extension Courses in Ventilation Therapy.
(for people with some experience in this field)
Mr. John Marmaras, Director, Continuing Education

Codes: 1. F/M 2. C - 35 3. S - September, February
4. A - open 5. L - 1 semester for each course

University of Rhode Island Program in Ventilation Therapy
Dr. Chester W. Houston, Director

Codes: 1. F/M 2. C - 20 3. S - September
4. A - March 1 5. L - 4 academic years & 4 months

MEDICAL TECHNOLOGIST

CAREER CONTENT:

The Medical Technologist uses the microscope, the test tube, and hundreds of laboratory techniques to help seek out the cause and treatment of disease. The Medical Technologist does a "medical fact-finding" job - and upon his work rests tens of thousands of physicians' diagnoses and therapeutic plans. The Medical Technologist performs a variety of tests, and he can specialize or do all-around work. The career is appealing to most high school science majors, especially those who enjoy working in the biology and chemistry laboratories.

For additional information and a discussion of the various interesting specialties, see the "Medical Laboratory" pamphlet in the CAREERS IN HOSPITALS kit.

The employment outlook is strong and rapidly expanding. The demand for qualified Medical Technologists greatly exceeds the present supply, and thus employment opportunities are excellent.

EDUCATIONAL PREPARATION:

Training for the Medical Technologist calls for a minimum of 3 years of college study plus 12 months of clinical training in a hospital laboratory school of medical technology. Following this training, students are eligible to take the national examination of the Board of Registry of Medical Technologists of the American Society of Clinical Pathologists.

SCHOOLS IN RHODE ISLAND:

COLLEGE PROGRAMS:

Salve Regina College, Program in Medical Technology
Sister Ralph Mary Imperatore, R.S.M., M.S., M.T. (A.S.C.P.)
Coordinator

Codes: 1. F 2. C - 15 3. S - September
4. A - open 5. L - 3 academic years at college, plus 1 year at affiliating hospital school

University of Rhode Island, Medical Technology Curriculum
Chester N. Houston, Ph.D., Associate Professor of Bacteriology

Codes: 1. F/M 2. C - 35 3. S - September
4. A - March 5. L - 3 academic years at University, plus 1 year at affiliating hospital school

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Rhode Island College Program in Medical Technology
Mr. Ira J. Lugh, M.A.T., Assistant Professor, Biology Department

Codes: 1. F/M 2. C - 25 3. S - September
4. A - April 5. L - 3 academic years at College plus 1 year at affiliating hospital school

Barrington College Program in Medical Technology
Harold E. Snyder, Chairman, Division of Natural Sciences and Mathematics

Codes: 1. F/M 2. C - open 3. S - September
4. A - August 1 5. L - 3 academic years at College plus 1 year at affiliating hospital school

HOSPITAL SCHOOLS:

The Memorial Hospital School of Medical Technology
G. P. Paparo, M.D., Pathologist

Codes: 1. F/M 2. C - 6 3. S - June
4. A - April 5. L - 12 months

Newport Hospital School of Medical Technology
Marvin A. Chernow, M.D., Pathologist

Codes: 1. F/M 2. C - 8 3. S - June
4. A - April 5. L - 12 months

Rhode Island Hospital School of Medical Technology
H. Fanger, M.D., Director-Pathologist
Miss Lydia Brownhill, Teaching Supervisor

Codes: 1. F/M 2. C - 9 3. S - July
4. A - Before Feb. 1 5. L - 12 months

St. Joseph's Hospital - Our Lady of Fatima Hospital School of Medical Technology
Salvatore R. Allegra, M.D., Director

Codes: 1. F/M 2. C - 20* 3. S - July
4. A - Jan. 1 5. L - 12 months

*C - 20 (half high school graduates half are college seniors)

CYTOTECHNOLOGIST

CAREER CONTENT:

This important and comparatively new member of the health care team is trained in special laboratory techniques which are most valuable in the early detection of cancer. The Cytotechnologist, through the microscope, examines samples of body cells to detect changes or abnormalities that might signal the presence of cancer.

For detailed information, see the "Medical Laboratory" pamphlet in the CAREERS IN HOSPITALS kit.

The employment opportunities at the present time are wide open, since there are not nearly enough of these special technologists to meet the growing needs of hospitals and other research institutions.

EDUCATIONAL PREPARATION:

To become a Cytotechnologist, a student should have at least 2 years of college work including 12 semester hours in biology, followed by a minimum of twelve months in an approved school and laboratory of cytotechnology. The student is then eligible to take the certifying examination given by the Registry of Medical Technologists, and upon passing may place C.T. (A.S.C.P.) after his name.

SCHOOLS IN RHODE ISLAND:

Rhode Island Hospital School of Cytotechnology
H. Fanger, M.D., Director - Pathologist
Mrs. Dorothy Weller, Teaching Supervisor

Codes: 1. F/M 2. C - 4 3. S - July
4. A - March 5. L - 12 months

Our Lady of Fatima - St. Joseph's Hospitals School of Cytotechnology
Salvator R. Allegra, M.D., Pathologist

Codes: 1. F/M 2. C - 12 3. S - July
4. A - June 5. L - 12 months

CERTIFIED LABORATORY ASSISTANT

CAREER CONTENT:

The Certified Laboratory Assistant, trained at the post-high school level, is called upon to perform the basic tests in medical laboratory work. Covering a broad range of specific tasks and working under the supervision of a physician or medical technologist, the Certified Laboratory Assistant is a key person in the diagnosis and treatment of hospital patients.

For the student not prepared or qualified to undertake the more extensive, college-level studies required in most areas of medical technology, a career as a laboratory assistant can be particularly appealing.

Also available in the hospitals of Rhode Island are programs and openings for the non-certified laboratory assistant.

For more information, see the "Medical Laboratory" pamphlet in the CAREERS IN HOSPITALS kit.

The employment opportunities are bountiful, since there is an urgent need for these trained personnel.

EDUCATIONAL PREPARATION:

Graduation from high school, preferably with ability and interest in science and mathematics, is required for admission to an approved school for Certified Laboratory Assistants. The course of training is twelve months long and includes both formal instruction and laboratory training. Two such schools in Rhode Island are conducted by Rhode Island Hospital and by Rhode Island Junior College.

SCHOOLS IN RHODE ISLAND:

Center General Hospital, Program for C.L.A.'s
Dr. Leroy Falkinburg, Pathologist, Director

Codes: 1. F/M 2. C - 3 3. S - February
4. A - April 5. L - 12 months

continued on next page

SCHOOLS IN RHODE ISLAND - continued

Miriam Hospital, Program for Certified Laboratory Assistants
Jacob Dyckman, Pathologist

Codes: 1. M/F 2. C - 5 3. S - September
4. April 5. L - 1 year

Rhode Island Junior College
Program for Medical Laboratory Assistants
Joseph S. Hansagi, M.D., Director

Codes: 1. F/M 2. C - 25 3. S - September
4. A - April 5. L - 1 year

Note: The thirteen months include one college semester with the remaining time at an affiliated hospital in Rhode Island. These include: Center General, Kent County, Miriam, R.I.H., Roger Williams, Veterans, & Westerly.

Roger Williams General Hospital
Program for Certified Laboratory Assistants
Mrs. Lela Morgan, Coordinator, R.I.J.C.

Codes: 1. F/M 2. C - 4 3. S - September
4. A - July 5. L - 35 weeks at hospital
15 weeks at R.I.J.C.

Rhode Island Hospital School for Certified Laboratory Assistants
H. Fanger, M.D., Director - Pathologist
Miss Lydia Brownhill, Teaching Supervisor

Codes: 1. F 2. C - 6 3. S - October
4. A - March 5. L - 12 months

HISTOLOGIC TECHNICIAN

CAREER CONTENT:

The Histologic Technician, like the Certified Laboratory Assistant, is a job opportunity in the laboratory for a student who does not desire extensive education beyond high school. Working with small sections of body tissues, the Histologic Technician cuts and stains the tissues so that they may be examined by the pathologist.

Several hospitals in Rhode Island offer on-the-job training programs for this career. Others provide a full year of training after which the student is eligible to take the certifying examination.

EDUCATIONAL PREPARATION:

Graduation from high school and 1 year of supervised training in a clinical patnology laboratory are required before students may obtain certification. Presently, two hospitals in Rhode Island conduct such 12 month training programs. These are St. Joseph's and Memorial Hospitals. It should be remembered that other hospitals accept trainees as needed and the length of these programs is tailored to the individual student. Thus, interested students should contact the Personnel Office of any local hospital (see LISTING OF TEACHING INSTITUTIONS).

SCHOOLS IN RHODE ISLAND:

St. Joseph's Hospital School for Histology Technicians
Salvatore R. Allegra, M.D., Pathologist
Mrs. Gladys Cok, Ph.D., Teaching Supervisor

Codes: 1. F/M 2. C - 5 3. S - July
4. A - January 5. L - 1 year

Memorial Hospital Training Program for Histology Technicians
Miss Claire Geddes, M.T. (A.S.C.P.), Teaching Supervisor,
Laboratory Administrative Assistant

Codes: 1. M/F 2. C - 1 at a time 3. S - varies
4. A - varies 5. L - 12 months

X-RAY TECHNICIAN

CAREER CONTENT:

Skilled in technical know-how, the X-Ray Technician (also called Radiologic Technologist) operates the very complex, highly intricate, and expensive x-ray equipment - the operation of which allows for no margin of error. The X-Ray Technician, under the direction of a physician, prepares the patient, takes the x-ray, maintains the equipment, and processes the x-ray film. Mechanical inclination; aptitude and ability in the physical sciences and mathematics; accuracy and dependability; tact and understanding; plus intellectual curiosity are the personal qualifications for the professional X-Ray Technician.

For detailed information, see the "Careers in X-Ray Technology" circular in the CAREERS IN HOSPITALS kit.

The employment opportunities are excellent since the x-ray technology profession is expanding rapidly and the chances for advancement are plentiful. Continuing progress within this field makes the work challenging and interesting.

EDUCATIONAL PREPARATION:

Graduation from high school is the first step, most preferably with courses in physics, chemistry, biology and general science. The easiest and least expensive way to receive the required training is to enroll in one of the approved hospital schools listed below, which are two years in length. After completing the training, one is then eligible for certification by the American Registry of Radiologic Technologists and may use the letters R.T.(A.R.R.T.) after his or her name.

SCHOOLS IN RHODE ISLAND:

Kent County Memorial Hospital School of X-Ray Technology
J. M. Vesey, M.D., Radiologist

Codes: 1. F/M 2. C - 8 3. S - June
4. A - May 5. L - 24 months

The Memorial Hospital School of X-Ray Technology
David R. Hallman, M.D., Chief of Radiology

Codes: 1. F/M 2. C - 10 3. S - July
4. A - March 5. L - 24 months

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SCHOOLS IN RHODE ISLAND - continued

Newport Hospital School of X-Ray Technology
Donald B. Fletcher, M.D., Radiologist

Codes: 1. F/M 2. C - 12 3. S - July
4. A - June 5. L - 24 months

Our Lady of Fatima Hospital School of X-Ray Technology
Richard E. Noon, M.D., Chief Radiologist

Codes: 1. F/M 2. C - 6 3. S - July
4. A - March 5. L - 24 months

Rhode Island Hospital School of X-Ray Technology
Thomas Forsythe, M.D., Director, X-Ray Department
Mrs. Elizabeth Hannify, Chief Technologist

Codes: 1. F/M 2. C - 16 3. S - June
4. A - February 5. L - 24 months

Rhode Island Junior College
Program for Radiologic Technicians
Richard P. Anderson, Dean

Codes: 1. F/M 2. C - 35 3. S - September
4. A - May 30 5. L - 2 years
(affiliated hospitals include Woonsocket, Miriam, Kent, Our Lady of Fatima, Memorial and Roger Williams)

Roger Williams General Hospital School of X-Ray Technology
Jeffery P. Moore, M.D., Chief Radiologist
Larry Sell, Instructor

Codes: 1. F/M 2. C - 7-10 3. S - July
4. A - April 5. L - 24 months

St. Joseph's Hospital School of X-Ray Technology
Paul J. Votta, M.D., Director

Codes: 1. F/M 2. C - 6 3. S - June
4. A - March 5. L - 24 months

DIETITIAN

CAREER CONTENT:

The Dietitian is the important member of the health team who brings the art and science of food and nutrition to the medical care field. Hospitals present two basic career opportunities (sometimes combined) for the dietitian: The Therapeutic Dietitian is concerned mainly with meeting (in cooperation with the attending physician) the special dietary needs of patients related to their illness; may teach patients how to follow special diets, and sometimes is responsible for teaching principles of nutrition and diet therapy to student nurses and other trainees in the health field. The Administrative Dietitian is mainly responsible for planning and supervising the preparation and service of food to the patients, employees and students -- a surprisingly large operation in a hospital of even medium size.

Employment opportunities literally surround the qualified Dietitian. Challenging and rewarding job opportunities in whatever area of dietetics interests the individual are abundant. With experience, the Dietitian has excellent chances to advance to positions of greater responsibility and leadership.

EDUCATIONAL PREPARATION:

To become a Dietitian, one must earn a bachelor's degree with specialization in foods and nutrition, institutional management, the physical and social sciences, personnel management, economics, personnel relations, and principles of teaching. It is recommended that the college graduate then complete a one-year dietetic internship to qualify for professional recognition by the American Dietetic Association.

SCHOOLS IN RHODE ISLAND:

University of Rhode Island, College of Home Economics,
Dietetics Curriculum
Henry Dymsza, Ph.D., Chairman, Food and Nutritional Science

Codes: 1. F/M 2. C - 20 3. S - September
4. A - early as possible in academic year
5. one-year internship approved by the American Dietetic Association

For additional information on academic requirements and for a list of approved dietetic internships, write to the American Dietetic Association, 620 North Michigan Avenue, Chicago, Illinois 60611.

MEDICAL RECORD LIBRARIAN

CAREER CONTENT:

The individual who appreciates the importance of behind-the-scenes management skills would find great satisfaction in the Medical Record Librarian's professional standing and in the endless drama of hospital life. Establishing and maintaining a medical record system is the responsibility of the Medical Record Librarian. The medical record is a permanent document prepared to assist in the patient's treatment and to preserve information of medical, scientific and legal value. Duties of the Medical Record Librarian include organizing the system of records, designing and maintaining an efficient filing system, releasing information from the medical records to authorized persons, and analyzing and evaluating these records. The Medical Record Librarian may also be responsible for compiling various statistics, and is today increasingly involved in planning for and working with computer processing systems for data storage and retrieval.

For detailed information, see the "Medical Record Librarian" folder in the CAREERS IN HOSPITALS kit.

The employment opportunities are unusual, with the demand for competent Medical Record Librarians far outstripping the supply. Excellent administrative and teaching positions are abundant.

EDUCATIONAL PREPARATION:

A minimum of three years of study following high school is required to become a professional registered Medical Record Librarian, and the four-year undergraduate programs in medical record science are in the majority. Approved schools for Medical Record Librarians are either twelve-month hospital certificate schools (which admit students with a minimum of two years of college study) or four-year programs in accredited colleges and universities which grant a bachelor's degree in medical record administration or medical record science. Upon completion of an approved school and upon passing the registration examination, the Medical Record Librarian may use the initials R.R.L. after his or her name.

SCHOOLS:

There are several schools of medical record library science in the East, but none in the New England region. For information regarding the location of such schools, write to the American Association of Medical Record Librarians, 840 North Lake Shore Drive, Chicago, Illinois 60611.

MEDICAL RECORD TECHNICIAN

CAREER CONTENT:

Women graduates of high school interested in a hospital career should seriously consider Medical Record Technician training, which is only nine to twelve months in duration. Able to perform the technical aspects of preparing and maintaining medical records and of presenting hospital statistics and reports, the Medical Record Technician is an important member of medical record library science teams in hospitals. She is concerned with medical terminology, medical machine transcription, and medical records procedures.

The employment opportunities are many. Medical Record Technicians are in great demand; their duties are interesting and challenging, and opportunities for advancement through continued education are excellent.

TRAINING PREPARATION:

To become a Medical Record Technician, one should complete a specialized course at an approved school, admission to which requires high school graduation. A correspondence course is available from the American Association of Medical Record Librarians, 840 North Lake Shore Drive, Chicago, Illinois 60611. The designation, A.R.T., is granted after passing an accreditation examination.

SCHOOL IN MASSACHUSETTS:

St. Joseph's Hospital, Lowell, Massachusetts
School of Medical Record Technicians
Sister Therese Lusignan, R.R.L., Director

Codes: 1. F/M 2. C - 12 3. S - September
4. A - March 5. L - 9 months

Note: This school is affiliated with
St. Joseph's Hospital, Providence;
Elizabeth Bingham, R.R.L., Advisor.

MEDICAL SECRETARY

The Medical Secretary is a specialist - the most exciting and challenging of all secretarial specialists - who is well versed in the understanding of medical procedures and in medical terminology, and who, additionally, can perform all of the usual secretarial duties. In the hospital, the Medical Secretary may work directly for a physician, may be a private secretary to a department head, or may work in the medical record department.

Secretarial and office service positions are plentiful in any local hospital. Opportunities exist for the General Secretary, Receptionist, Stenographer, Medical Transcriptionist, File Clerk, Typist, and Switchboard Operator.

For more information, see the "Careers That Count" folder in the CAREERS IN HOSPITALS kit.

EDUCATIONAL PREPARATION:

A minimum of a high school education is required for the medical secretary. A senior or junior college degree, or commercial school education, can lead to more responsible positions.

SCHOOLS IN RHODE ISLAND:

Bryant College, School of Secretarial Studies, Medical Major
Mrs. Clarissa Patterson, Chairman, Secretarial Studies

Codes: 1. M/F 2. C - approx. 50 3. S - September
4. A - March 1 5. L - 2 years

Hubbard Business School
George F. Hubbard, Dean

Codes: 1. M/F 2. C - 6 3. S - September, February
4. A - August & January 5. L - 2 academic yrs.

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John
Johnson & Wales Medical Secretarial Program
Mr. J. A. Yenna, Dean

Codes: 1. M/F 2. C - 100 3. S - September, November, January, April and June
4. A - open 5. L - 2 years

Rhode Island Junior College
Medical Office Assistant Extension Courses
Mr. John Marmaras, Director, Continuing Education

Codes: 1. M/F 2. C - 100 3. S - September, February
4. A - Open 5. L - 1 semester for each of 4 courses

Vernon Court Junior College
Program for Medical Secretaries

Codes: 1. M/F 2. C - 25 3. S - September
4. A - June 5. L - 2 years

DENTAL HYGIENIST

CAREER CONTENT:

The dental hygienist is a vital member of the dental team, trained to give services to patients while under the supervision of a dentist. Unlike the dental assistant, the hygienist works in the mouth of the patient and is subject to state licensing laws. Besides cleaning teeth, the hygienist does mouth examination and charting, dental x-ray exposure and development, and is involved in patient education. The opportunities for employment in a private dental office are numerous; but the hygienist may also choose to be part of hospital dental clinics; on public school dental clinic programs.

EDUCATIONAL PREPARATION:

After graduation from high school, the student wanting to become a dental hygienist should enroll in a two or three year program which will award certificates or associate degrees. Some schools offer a four year baccalaureate program. Graduates of the two or three year programs may later decide to continue their education even to the Master's degree level.

SCHOOLS IN RHODE ISLAND:

University of Rhode Island, College of Arts and Sciences
Department of Dental Hygiene
Miss Rhea Meyers, M.P.H., Chairman

Codes: 1. F 2. C - approximately 25
3. S - September 4. A - December
5. L - 2 or 3 or 4 academic years

Note: Applicants have their choice of which program to enter. Credentials received would be either A.D. in Dental Hygiene or B.S. in Dental Hygiene.

DENTAL ASSISTANT

CAREER CONTENT:

Dental assisting offers the high school graduate an opportunity to develop many skills and to contribute to the health care of the community. The duties of the dental assistant generally include: making the patient comfortable in the dental chair, laying out his dental history records, handing instruments to the dentist, sterilizing and storing equipment, performing some clerical duties such as setting up appointments, making out bills, ordering supplies, etc. Though most dental assistants are employed in private dental offices, some are employed in hospital clinics or public health departments.

EDUCATIONAL PREPARATION

Most dental assistants employed today received their training on the job. However, there is a current trend for more formal training in junior colleges or in vocational schools. Most of these programs are one year in length, but a few offer a 2 year plan in which students earn an Associate degree. Graduates of approved dental assisting programs may become Certified Dental Assistants. This gives recognition to the assistants qualifications, but is not required for employment.

TRAINING PROGRAM IN RHODE ISLAND:

Rhode Island Junior College Program for Dental Assistants
Dr. Herbert Underhill, DDS

Codes: 1. F 2. C - approximately 20
3. S - September 4. A - April
5. L - 9 months

OCCUPATIONAL THERAPIST

CAREER CONTENT:

The Occupational Therapist helps patients get well by arranging, encouraging, and supervising participation in educational, recreational, and prevocational activities. The primary goal of the Occupational Therapist is to aid patients in their physical and mental recovery - and for handicapped patients, to help them learn a job skill or develop a new one. Working under the physician's guidance, the Occupational Therapist evaluates the patient, determines which activity has the most appeal and value for the patient, and determines the extent and speed of the treatment program. The Occupational Therapist must be well-versed in the physical and behavioral sciences, such as anatomy and psychology; in the principles of medicine and surgery; as well as in the manual and creative skills, and in educational and recreational subjects.

Employment opportunities in occupational therapy are excellent for both men and women. Hospitals are rapidly expanding their occupational therapy programs and there is a favorable trend toward specialization.

*A new development in this career field is the acceptance of the Occupational Therapy Assistant, or Aide, who helps carry out programs to assist in rehabilitating patients in hospitals under professional supervision. Training programs for Occupational Therapy Assistants conducted by hospitals require high school graduation or equivalent. Interested students should contact the Personnel Director or Employment Office of any local hospital (see LISTING OF TEACHING INSTITUTIONS).

EDUCATIONAL PREPARATION:

Occupational therapy requires four years of college training leading to the bachelor's degree. In addition, a hospital clinical training period of nine to ten months is required to qualify for professional registration.

SCHOOLS IN MASSACHUSETTS:

Boston University Sargent College of Allied Health Professions
Division of Occupational Therapy
Miss Jerry Ann Johnson, Director

Codes: 1. F/M 2. C - approx. 25 3. S - September
4. A - April 5. L - 4 academic years and 9 months

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SCHOOLS IN MASSACHUSETTS - continued

Tufts University - Boston School of Occupational Therapy, Boston
Mrs. Veronica C. Dobranske, O.T.R., Ed.M., Associate Professor of Occupational Therapy and Chairman, Department of Occupational Therapy

Codes: 1. F/M 2. C - 25 3. S - September
4. A - April 5. L - 4 academic years

HOSPITAL PHARMACIST

CAREER CONTENT:

Pharmacy is an ancient and honored profession, demanding the most advanced scientific knowledge and skills. The Hospital Pharmacist is a specialist in the science of drugs. He or she must know and understand the chemical composition and properties of all drugs and how to compound medicines. The Hospital Pharmacist acts as a consultant on drug problems and instructs other hospital personnel in the handling of medications. In addition to administrative responsibilities, the Hospital Pharmacist has an opportunity to participate in medical and pharmaceutical research.

The employment opportunities for the Hospital Pharmacist grow larger each year, with more than 3,500 hospitals operating their own pharmacies. This career is open to both men and women, who will be working in one of the most interesting and opportunity-rich professions.

* The job of Pharmacy Clerk, or Aide, is open to high school graduates who participate in a hospital on-the-job training program. The Pharmacy Clerk works under the supervision of the Hospital Pharmacist and performs the non-professional duties. Interested students should contact the Personnel Director or Employment Office of any local hospital (see LISTING OF TEACHING INSTITUTIONS).

EDUCATIONAL PREPARATION:

To prepare for a career in Hospital Pharmacy, the high school graduate must also be a graduate from an approved school of Pharmacy. The one school in Rhode Island is the College of Pharmacy, University of Rhode Island, which is five years in length and qualifies the student to take the state licensing examination.

SCHOOL IN RHODE ISLAND:

University of Rhode Island, College of Pharmacy
Dr. Herber W. Youngken, Jr., Dean

Codes: 1. F/M 2. C - approx. 100 3. S - September
4. A - February 5. L - 5 academic years

PHYSICAL THERAPIST

CAREER CONTENT:

Some of the most dramatic advances in hospital services have been made in the rehabilitation of the ill and injured. The Physical Therapist plays a rapidly growing role in patient rehabilitation and literally helps to make the lame walk. Under the direction of the physician, the Physical Therapist works primarily with patients - such as crippled children, accident victims, and disabled older people - having severe injuries or afflicted with diseases of the muscle, nerve, joint, or bone. Based on his or her knowledge of human anatomy and physiology, the Physical Therapist uses therapeutic exercise and massage, and various applications of heat, water, light, and electricity to help restore the patient to normal activities.

For detailed information, see the "Be An Angel" folder in the CAREERS IN HOSPITALS kit.

The employment opportunities for the Physical Therapist are many and varied. The need for trained male and female Physical Therapists is expected to outstrip the supply for years to come.

* There are also employment opportunities for a newer job category, Physical Therapy Aide, which requires high school graduation and enrollment in a hospital on-the-job training program. Interested students should contact the Personnel Director or Employment Office of any local hospital (see LISTING OF TEACHING INSTITUTIONS).

EDUCATIONAL PREPARATION:

Four-year college training for the Physical Therapist emphasizes studies in the biological, physical, and social sciences and in methods of therapeutic treatments. These programs lead to the bachelor's degree. There are also twelve-month certificate courses for college graduates and programs leading to the master's degree.

SCHOOLS IN MASSACHUSETTS and CONNECTICUT:

University of Connecticut, School of Physical Therapy,
Storrs, Connecticut
John C. Allen, M.D., Dean
Frances Tappan, Ed.D., Assistant Dean and Director of
School of Physical Therapy

Codes: 1. F/M 2. C - approx. 80 3. S - September
4. A - early in academic year
5. L - 4 academic years

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SCHOOLS IN MASSACHUSETTS and CONNECTICUT - continued

Boston University Sargent College of Allied Health Professions
Division of Physical Therapy, Boston, Massachusetts
Miss Adelaide L. McGarrett, Director

Codes: 1. F/M 2. C - 80-90 3. S - September
4. A - April 5. L - 4 academic years and affiliation

Northeastern University, Boston - Bouve' College,
Department of Physical Therapy, Boston, Massachusetts
Miss Katherine Carlisle, Chairman

Codes: 1. F/M 2. C - 65 3. S - September
4. A - April 5. L - 33 months

Simmons College Program in Physical Therapy
Shirley M. Cogland, A.B., Educational Director,
Program in Physical Therapy

Codes: 1. F 2. C - open 3. S. - September
4. A - As early as possible in academic year
5. L - $4\frac{1}{2}$ academic years

SOCIAL WORKER

CAREER CONTENT:

The hospital presents two opportunities for specialization for the Social Worker in medical and psychiatric services. The Medical Social Worker is skilled in helping a patient and his family handle personal problems that result from severe or long illness or disability. Gathering and interpreting pertinent information about the individual patient's social situation and his pattern of adjustment is the job of the Medical Social Worker. This information guides the physician in his understanding and treatment of the illness, and helps the patient and his family to find practical ways of overcoming social, emotional, and economic problems.

The Psychiatric Social Worker specializes in helping patients who are suffering from mental or emotional disturbances. As a skilled member of the mental health team, the Psychiatric Social Worker works closely with psychiatrists, other physicians, psychologists, nurses and therapists in restoring these troubled patients to good health so they can return to their proper places in the community. The Psychiatric Social Worker compiles a complete personal history of the patient; helps the family understand the nature of the illness; serves as a link between the psychiatrist and the family; and smooths the way for the patient's return to his family and community.

For detailed information, see the "Social Work" brochure in the CAREERS IN HOSPITALS kit.

The employment opportunities for well-trained Social Workers are excellent. There are presently three times as many positions available as there are qualified Social Workers; and the demands will certainly increase, not lessen, in the future.

EDUCATIONAL PREPARATION:

A Social Worker must have a bachelor's degree plus two years of graduate education at an accredited school of social work. Graduate study involves the teaching of major medical diseases, of personality growth and development, and of the major behavioral disturbances of children and adults; includes supervised experience in a medical setting; and leads to the master's degree in social work.

* College graduates with the bachelor's degree, but not a master's degree in social work, are accepted for employment as Social Work Aides with the understanding that further education generally is a prerequisite to advancement.

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SCHOOLS IN MASSACHUSETTS and CONNECTICUT:

University of Connecticut, School of Social Work,
Hartford, Connecticut
Werner Lutz, M.A., M.S., Dean

Codes: 1. F/M 2. C - 100 3. S - September
4. A - open 5. L - 2 academic years

Boston University, School of Social Work,
Boston, Massachusetts
Joseph F. Meisels, Ph.D., Dean

Codes: 1. F/M 2. C - 117 3. S - September
4. A - January 5. L - 2 academic years

Simmons College, School of Social Work,
Boston, Massachusetts
Dr. Robert F. Rutherford, Director

Codes: 1. F/M 2. C - 60 3. S - September
4. A - January 5. L - 2 academic years

Boston College Graduate School of Social Work,
Boston, Massachusetts
Rev. John V. Driscoll, S.J., Dean

Codes: 1. F/M 2. C - 100 3. S - September
4. A - March 1 5. L - 2 academic years

Smith College School for Social Work
Northampton, Massachusetts
Howard J. Parad, D.S.W , Dean

Codes: 1. F/M 2. C - 100 3. S - June
4. A - April 1 5. L - 2 years

MEDICINE

The art and science of medicine, challenging and respected, presents exciting and dynamic new frontiers, yet retains its age-old appeal of service to mankind through the healing of the sick and injured. The Physician - practitioner, teacher, and researcher in the art and science of medicine - faces an unlimited future in this hospital career.

The student who is considering medicine as a career must be prepared to take at least nine years of intensive study beyond the high school level. This includes four years of college study, four years in medical school, and one or two years in internship at a hospital. Those desiring to enter a medical specialty field, such as surgery or internal medicine, then spends an additional two to five years in hospital residency training.

There are some forty medical schools in the United States. The one medical school in Rhode Island is the Brown University Program in Medical Science - a six-year combined premedical - medical program, at the completion of which the students either transfer to another medical school for two more years or qualify for other careers in the biological sciences.

Interested students should write for the booklet "Horizons Unlimited" from the American Medical Association, 535 North Dearborn Street, Chicago, Illinois 60610.

DENTISTRY

Dentistry is a versatile and challenging profession offering opportunities as a general practitioner, a specialist, a research worker, a teacher, or an administrator. There are thousands of men and women who are dentists today and by far the largest number are in private practice. Of those remaining, some choose to practice in a hospital setting where dental research laboratories or large dental clinics help to improve the health standards of the whole community.

Education for the dentist is very extensive. It requires at least 6 to 8 years beyond high school, involving a minimum of two years pre-professional training in an accredited college and four years in dental school. Those who wish to become specialists spend about 5 years in advanced graduate study and practice before receiving certification in the speciality.

There are nearly fifty accredited dental schools in the United States, several not far from Rhode Island. These include Tufts University School of Dental Medicine and Harvard School of Dental Medicine. For information regarding schools, admission requirements, and other pertinent information, students should write to: Council on Dental Education, American Dental Association, 211 East Chicago Avenue, Chicago, Illinois 60611.

ADMINISTRATION

Hospital administrative careers offer unique opportunities to combine ability and interest in business with service to the community. Administrative personnel keep the hospital running in an orderly fashion, see to it that all functions are carried out, and ensure that the hospital is physically and financially sound. These functions require personnel at many levels of skills - administrator, accountants, secretaries, and bookkeepers, as well as those with specialized skills in purchasing, credit management, and personnel management.

Some of these hospital administrative careers require a college degree in either liberal arts or business administration; some require a master's degree, and some offer opportunities for immediate employment after high school. Listed below are many of the hospital administrative career titles with a brief statement on educational and training requirements. General college and vocational references available in the counselor's office should serve as a guide to the appropriate schools and curricula for many of these hospital careers.

For more information, see the "Careers That Count" and "The Hospital People" brochures in the CAREERS IN HOSPITALS kit.

1. The Hospital Administrator is responsible for developing an effective team of the physicians, nurses, department heads, and others who work in the hospital and for seeing that adequate supporting facilities, services, and equipment are available. Educational preparation includes a broad liberal arts undergraduate background plus a two-year postgraduate period leading to the master's degree. A master's degree program is available in New England at Yale University, School of Medicine, Department of Public Health, New Haven, Connecticut.

2. The Controller or Business Manager supervises and directs accounting, admitting, credit and collections, and fund receiving and disbursement functions in the hospital. He also interprets accounts and records to the hospital's management bodies and assists in formulating budgetary policies. Educational preparation includes a bachelor's degree in accounting, a degree in business administration, or equivalent education.

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Other career opportunities and educational requirements in the field of accounting and business office services are:

Accountant: College degree in business administration
Admitting Officer: College degree
Cashier: High school or commercial school education
Credit Manager: Some college education desirable.

Note: There are also excellent career opportunities in hospitals for electronic data processing personnel, such as computer operators, programmers, key punch operators, and data processing managers.

3. The Personnel Director is responsible for assisting in the formulation and administration of the hospital's personnel policies. He or she works in such areas as recruitment, interviewing, inservice training, and counseling. Educational preparation includes a college degree with a major in personnel administration. Other career opportunities are the Employment Manager, the Employment Interviewer, and the Job Analyst.

4. The Public Relations Director has major responsibility for evaluating the attitudes of patients, visitors, hospital employees, and others toward the hospital and carrying out a program to earn understanding and acceptance of the hospital by the community. Educational preparation should include a college degree with a major in public relations or journalism.

5. The Purchasing Agent has duties similar to those of the purchasing agent in other organizations, but he must be familiar with thousands of different goods and services used in the operation of a hospital. He is responsible for directing the purchase of these goods and services at the most favorable price consistent with the quality and quantity required. Educational preparation should include a college degree with a major in business administration. The position of Storekeeper is open to high school graduates.

6. The Director of Volunteer Services is responsible to the hospital administration for the entire inservice volunteer program. She recruits volunteers, assists in their orientation, helps in their training and, most important, matches the right volunteer to the right job. Educational preparation includes a college degree or the equivalent in training or experience.

FOOD SERVICE

A full complement of food service workers is needed to prepare and serve regular and special diets for patients and personnel. In many hospitals the dietitian (see Page 21: DIETITIAN) is in charge of the food, or dietary, services. In some hospitals, usually the smaller ones that do not have an administrative dietitian, the Food Service Manager may be in charge of the food service. Duties may include training and supervision of employees, preparation of work schedules, inventory control, and supervision of the service of food to patients and personnel. Educational preparation for the Food Service Manager includes, as a minimum, high school graduation, which should be supplemented by junior college, vocational school, or university extension courses.

Other career opportunities which call for high school graduation with vocational courses and apprenticeship or on-the-job training programs encompass such job titles as Chef, Butcher, Cook, Kitchen Helper, and Diet Aides.

For more information, see the "Careers That Count" folder in the CAREERS IN HOSPITALS kit.

HOUSEKEEPING

Expert housekeeping - keeping the facilities clean, orderly and attractive - is of the greatest importance in hospitals. There can be no shortcuts or half-way measures when it comes to hospital cleanliness and the need to avoid any chance of spreading infection. Every member of the housekeeping staff makes an important contribution to the well-being and comfort of the patients.

The Executive Housekeeper directs and administers the housekeeping program. He or she needs the organizational and managerial abilities necessary to use manpower, supplies, and funds efficiently and effectively. Educational preparation usually involves either a college degree with a major in business administration, institutional management, or home economics; or high school education with experience; or a certificate from an authorized extension course. The trend is definitely toward a requirement for a college degree.

Immediate job openings with on-the-job training opportunities include Linen-Room Attendant, Clothes-Room Worker, Seamstress, Maid, and Porter.

For more information, see the "Careers That Count" folder in the CAREERS IN HOSPITALS kit.

LAUNDRY

Hospitals use thousands of pounds of linens each day, and many have a laundry on the premises to collect and launder hospital linens and uniforms of personnel.

The Laundry Manager must have managerial abilities as well as a thorough knowledge of modern steam-laundry procedures, machine operations, and the methods used to process the various types of textiles. Educational preparation includes high school education, preferably with courses in general science followed by vocational school courses and actual experience.

Beginning positions with available hospital on-the-job training programs are Washman, Extractor Operator, Flatwork Ironer, Machine Presser, and others.

For more information, see the "Careers That Count" folder in the CAREERS IN HOSPITALS kit.

MAINTENANCE and ENGINEERING

A full staff of engineers, maintenance workers, and skilled tradesmen are needed to keep the hospital's physical plant in top working order to meet the demands of the hospital personnel and to insure the comfort, safety, and well-being of the hospital patients

Just as different types of engineers are needed in industry, a specially trained engineer is also needed in a hospital. The Chief Engineer is responsible for the repair, maintenance and upkeep of all hospital equipment, buildings and grounds He must be able to direct others in carrying out all the operations required and to check on the quality of their workmanship. Educational preparation includes high school education and, in most cases, a college degree in electrical or mechanical engineering.

The Chief Engineer's staff might include Stationary Engineers, Firemen, Plumbers, Electricians, Carpenters, Masons, Painters, Plasterers, Ground Keepers, plus general Maintenance Workers and helpers.

For more information, see the "Careers That Count" folder in the CAREERS IN HOSPITALS kit.

LISTING OF TEACHING INSTITUTIONS

NAME and LOCATION	CAREER REFERENCE

HOSPITALS IN RHODE ISLAND:

EMMA PENDLETON BRADLEY HOSPITAL
1011 Veterans Memorial Parkway
East Providence, R. I. 02915
Telephone: 434-3400

BUTLER HOSPITAL
333 Grotto Avenue
Providence, R. I. 02906
Telephone: 521-3400

CHARLES V. CHAPIN HOSPITAL
153 Eaton Street
Providence, R. I. 02908
Telephone: 331-7400

FOGARTY MEMORIAL HOSPITAL
Eddie Dowling Highway
North Smithfield, R. I. 02895
Telephone: 769-2200

KENT COUNTY MEMORIAL HOSPITAL
455 Tollage Road
Warwick, R. I. 02886
Telephone: 737-7000

SURGICAL AIDE
X-RAY TECHNICIAN
INHALATION THERAPIST

LADD SCHOOL HOSPITAL UNIT
Dr. Joseph H. Ladd School
P. O. Box 9
North Kingstown, R. I. 02852
Telephone: 294-4561

MEMORIAL HOSPITAL
Prospect Street
Pawtucket, R. I. 02860
Telephone. 722-6000

NURSING ASSISTANT
NURSE ANESTHETIST
MEDICAL TECHNOLOGIST
X-RAY TECHNICIAN
SURGICAL TECHNICIAN
HISTOLOGY TECHNICIAN

MIRIAM HOSPITAL
164 Summit Avenue
Providence, R. I. 02906
Telephone: 351-1000

NURSING AIDE
ORDERLY
CERTIFIED LABORATORY ASSISTANT

NAME and LOCATION	CAREER REFERENCE
HOSPITALS IN RHODE ISLAND - continued	
NEWPORT HOSPITAL Friendship Street Newport, R. I. 02842 Telephone: 846-6400	REGISTERED NURSE NURSING AIDE & ORDERLY MEDICAL TECHNOLOGIST X-RAY TECHNICIAN
OSTEOPATHIC GENERAL HOSPITAL of R. I. 1763 Broad Street Cranston, R. I. 02905 Telephone: 461-5400	
OUR LADY OF FATIMA HOSPITAL 200 High Service Avenue North Providence, R. I. 02904 Telephone: 353-1300	NURSE ANESTHETIST LICENSED PRACTICAL NURSE SURGICAL AIDE MEDICAL TECHNOLOGIST CYTOTECHNOLOGIST X-RAY TECHNICIAN
PROVIDENCE LYING-IN HOSPITAL 50 Maude Street Providence, R. I. 02908 Telephone: 521-1000	
RHODE ISLAND HOSPITAL 593 Eddy Street Providence, R. I. 02902 Telephone: 331-4300	REGISTERED NURSE NURSING ASSISTANT SURGICAL AIDE INHALATION THERAPIST MEDICAL TECHNOLOGIST CYTOTECHNOLOGIST CERTIFIED LABORATORY ASSISTANT X-RAY TECHNICIAN
ROGER WILLIAMS GENERAL HOSPITAL 825 Chalkstone Avenue Providence, R. I 02908 Telephone: 521-5055	SURGICAL AIDE X-RAY TECHNICIAN NURSING AIDE CERTIFIED LABORATORY ASST.
ST. JOSEPH'S HOSPITAL 21 Peace Street Providence, R. I. 02907 Telephone: 331-2700	REGISTERED NURSE NURSE ANESTHETIST MEDICAL TECHNOLOGIST CYTOTECHNOLOGIST X-RAY TECHNICIAN MEDICAL RECORD TECHNICIAN HISTOLOGY TECHNICIAN
SOUTH COUNTY HOSPITAL 95 Kenyon Avenue Wakefield, R. I. 02879 Telephone: 783-3361	

NAME and LOCATION	CAREER REFERENCE

HOSPITALS IN RHODE ISLAND - continued

STATE OF RHODE ISLAND MEDICAL CENTER

* GENERAL HOSPITAL Box 1, Howard, R. I. 02834 Telephone: 463-7900	CERTIFIED LABORATORY ASSISTANT
* INSTITUTE OF MENTAL HEALTH Box 5, Howard, R. I. 02834 Telephone: 463-7900	
WESTERLY HOSPITAL Wells Street Westerly, R. I. 02891 Telephone: 596-4961	NURSING AIDE & ORDERLY SURGICAL AIDE
WOONSOCKET HOSPITAL 115 Cass Avenue Woonsocket, R. I. 02895 Telephone: 767-3211	NURSING AIDE & ORDERLY
ZAMBARANO MEMORIAL HOSPITAL Wallum Lake, R. I. 02884 Telephone: 568-2551	

COLLEGES, UNIVERSITIES, HOSPITALS & SCHOOLS IN RHODE ISLAND

RHODE ISLAND SCHOOL OF PRACTICAL NURSING	LICENSED PRACTICAL NURSE
* Providence Branch Vocational Technical School of R. I. Corliss Park Providence, R. I. 02908 Telephone: 351-2555	
* Warwick Branch 116 Long Street Warwick, R. I. 02886 Telephone: 737-9160	
RHODE ISLAND JUNIOR COLLEGE 199 Promenade Street Providence, R. I. 02908	REGISTERED NURSE MEDICAL LABORATORY ASSISTANT DENTAL ASSISTANT INHALATION THERAPIST X-RAY TECHNICIAN MEDICAL SECRETARY

LISTING OF TEACHING INSTITUTIONS

NAME and LOCATION	CAREER REFERENCE
COLLEGES, UNIVERSITIES, HOSPITALS & SCHOOLS IN RHODE ISLAND - cont.	
SALVE REGINA COLLEGE Ochre Point Newport, R. I. 02840	REGISTERED NURSE MEDICAL TECHNOLOGIST DIETITIAN
UNIVERSITY OF RHODE ISLAND Kingston, R. I. 02881	REGISTERED NURSE MEDICAL TECHNOLOGIST HOSPITAL PHARMACIST DIETITIAN DENTAL HYGIENIST INHALATION THERAPIST
BROWN UNIVERSITY Providence, R. I. 02912	MEDICINE
RHODE ISLAND COLLEGE Providence, R.I.	MEDICAL TECHNOLOGIST REGISTERED NURSE
BARRINGTON COLLEGE Barrington, R. I.	MEDICAL TECHNOLOGIST
JOHNSON & WALES JUNIOR COLLEGE Providence, R. I.	MEDICAL SECRETARY
BRYANT COLLEGE Providence, R. I.	MEDICAL SECRETARY
HUBBARD BUSINESS SCHOOL Pawtucket, R. I.	MEDICAL SECRETARY
VERNON COURT JR. COLLEGE Newport, R. I.	MEDICAL SECRETARY
COLLEGES, UNIVERSITIES & HOSPITALS IN MASSACHUSETTS & CONNECTICUT	
BOSTON UNIVERSITY SARGENT COLLEGE OF ALLIED HEALTH PROFESSIONS Commonwealth Avenue Boston, Massachusetts 02215	OCCUPATIONAL THERAPIST PHYSICAL THERAPIST
NORTHEASTERN UNIVERSITY 360 Huntington Avenue Boston, Massachusetts	PHYSICAL THERAPIST
SIMMONS COLLEGE 300 The Fenway Boston, Massachusetts 02115	SOCIAL WORKER PHYSICAL THERAPIST
ST. JOSEPH'S HOSPITAL 220 Pawtucket Street Lowell, Massachusetts 01854	MEDICAL RECORD TECHNICIAN

NAME and LOCATION	CAREER REFERENCE
COLLEGES, UNIVERSITIES & HOSPITALS IN MASSACHUSETTS & CONNECTICUT - cont.	
TUFTS UNIVERSITY 136 Harrison Avenue Boston, Massachusetts 02111	OCCUPATIONAL THERAPIST DENTAL MEDICINE
UNIVERSITY OF CONNECTICUT Storrs, Connecticut 06268	PHYSICAL THERAPIST SOCIAL WORKER
BOSTON COLLEGE Chestnut Hill, Massachusetts 02167	SOCIAL WORKER
SMITH COLLEGE Northampton, Massachusetts	SOCIAL WORKER
HARVARD UNIVERSITY Cambridge, Massachusetts	DENTAL MEDICINE
BOSTON UNIVERSITY Boston, Massachusetts 02215	SOCIAL WORKER